School Vehicle Usage Agreement Form

Any person driving a school vehicle must complete and sign this form once each school year.

Name: _____

Position in Morton CUSD 709: _____

Reason for driving a school vehicle: _____

I confirm the following facts about my driving record and qualifications:
1. My license is up to date and has not been revoked nor suspended.
2. I do not have any medical conditions, such as seizures or epilepsy, which would hinder my ability to safely operate a motor vehicle.
3. I am not using any illegal nor legal drugs, medicines or prescriptions, or any other substance, that would hinder my ability to safely operate a motor vehicle.
4. I have not been arrested nor convicted of a DUI over the past 5 years.

I agree to comply with the following responsibilities and guidelines:
1. If at any point I fail to qualify according to the four statements above, I will inform the transportation director and discontinue driving school vehicles.
2. I understand that each driver must personally pick up and return his/her own keys.
3. I understand that school vehicles are not to be used for personal use and are to be used for official, school-approved events or uses only.
4. I understand that children or adults who are not a part of the organization or event should not be riding in the school vehicle.
5. I will comply with the rules of the road to the best of my ability, including speed limits.
6. I will comply with all sign-in and sign-out procedures for transporting students.
7. I will promptly report any mechanical concerns or problems to the Director of Transportation.
8. I agree to leave the vehicle clean and free of trash, debris, or belongings.
9. I will receive a copy and enforce all rules regarding appropriate student behavior in a school vehicle.
10. If I need to fill up the vehicle with gasoline, using my own credit card, I will provide the Director of Transportation with a signed receipt for reimbursement.

I understand the above qualifications, responsibilities, and guidelines for driving school vehicles and transporting students, and I confirm that I have met all of these requirements. I also understand the gravity of the responsibility for student safety, and that my driving should be safe and respectful as it is a reflection upon Morton School District.

_____   _____
Signature   **Date**

Adopted July 6, 2016